

# Inland Wetlands Agency

TOWN HALL \* PO BOX 150 \* 1019 MAIN ST. \* BRANFORD, CT 06405  
203-315-5351 \* FAX 315-2188 \* [dross@branford-ct.gov](mailto:dross@branford-ct.gov)

## APPLICATION

(ADDRESS OF PARCEL)

(MAP/BLOCK/LOT)

### APPLICATION FOR (check those that apply):

- ☐ Permit to conduct regulated activity (Check any P&Z "referrals" below if they apply)  
☐ Site Plan Referral (Per Section 8-3 CGS)  
☐ Subdivision Referral (Per Section 8-26 CGS)  
☐ Special Permits/Exceptions/Exemptions (Per Section 8-3c CGS)  
☐ Permitted and Non Regulated use (Must comply with Sections 4.1 and 4.4-Branford IW Regulations)  
☐ Non Regulated Use (Must comply with Sections 4.2 and 4.4-Branford IW Regulations)  
☐ Amend regulations, section #(s) \_\_\_\_\_  
☐ Amend wetland boundary  
☐ Request for renewal/extension

**TITLE OF PLAN:** \_\_\_\_\_ **Latest Revision:** \_\_\_\_\_  
**Plan Signed & Sealed by:** \_\_\_\_\_ **Certifications:** \_\_\_\_\_  
**Print Name:** \_\_\_\_\_ **Email:** \_\_\_\_\_  
**Company Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
**Address:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**WETLAND REPORT:** **Date:** \_\_\_\_\_ **Soil Scientist:** \_\_\_\_\_  
**Subsequent Dates:** \_\_\_\_\_ **2<sup>nd</sup> Soil Scientist:** \_\_\_\_\_

### APPLICANT

**Name** \_\_\_\_\_  
**Address** \_\_\_\_\_  
  
**Phone** \_\_\_\_\_ **Fax** \_\_\_\_\_  
**2<sup>nd</sup> phone number :** \_\_\_\_\_  
**Email** \_\_\_\_\_  
**Print Name:** \_\_\_\_\_

### OWNER

**Name** \_\_\_\_\_  
**Address** \_\_\_\_\_  
  
**Phone** \_\_\_\_\_ **Fax** \_\_\_\_\_  
**2<sup>nd</sup> phone number :** \_\_\_\_\_  
**Email** \_\_\_\_\_  
**Print Name:** \_\_\_\_\_

**Contact Person if different from above:** \_\_\_\_\_ **Email:** \_\_\_\_\_  
**Address:** \_\_\_\_\_ **Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**By signing this application, applicant/owner confirms that he/she has read and understands this document and obligations specified herein.** This application gives the Commission and its agent authority to inspect the property at reasonable times, both before and after a final decision has been issued. The applicant warrants the truth of all statements and supporting documents to the best of his/her knowledge and belief.

**Required - Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Required - Owner Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

(or signed letter of authorization)

**Attach a sheet listing any and all additional owners and signed letters of authorization from each.**

### For Department Use Only

**Receipt Date:** \_\_\_\_\_

**File Number:** \_\_\_\_\_

**Action:** \_\_\_\_\_

**Action Date:** \_\_\_\_\_

## TOWN OF BRANFORD - INLAND WETLAND APPLICATION

### **GENERAL INFORMATION:**

Total area of site: \_\_\_\_\_ acres Total area of disturbance: \_\_\_\_\_ acres and/or \_\_\_\_\_ sq. ft.

Identify total square feet of area upon which activity is proposed within the following:

100' Upland Review Area: \_\_\_\_\_ Wetland: \_\_\_\_\_ Watercourse: \_\_\_\_\_

### **Description of Project:**

### **Regulated Activity(ies):**

Clearing \_\_\_ Grading \_\_\_ Filling \_\_\_ Excavation \_\_\_ Construction \_\_\_ Drainage \_\_\_ Other \_\_\_\_\_

**ADDITIONAL INFORMATION:** All of the following may require notification or application for permit to other municipal, state, and/or federal agencies.

### **Check those that apply:**

\_\_\_\_ Lie within 500' of or traffic, sewer, water runoff and/ or water drainage will impact an adjoining town

\_\_\_\_ Lie within Regional Water Authority Watershed

\_\_\_\_ Lie within the floodplain or floodway

\_\_\_\_ Contains tidal wetlands regulated by the CT DEP

(All of the above must be shown on the certified application plan.)

\_\_\_\_ Contains a watercourse regulated by the Army Corps of Engineers

\_\_\_\_ Requires State of Connecticut General Permit – Type(s) of GP required \_\_\_\_\_

### **APPLICATION DEADLINE**

Applications must be submitted by the end of the day before a regularly scheduled meeting in order for it to be received at that meeting.

### **FIELD INSPECTIONS**

If required by the Commission, an onsite field inspection meeting will be scheduled.

### **APPLICANT'S NOTIFICATION RESPONSIBILITY**

#### **Per Inland Wetlands and Watercourses Regulations of the Town of Branford**

#### **Notice to adjoining municipality**

Sec. 8.2 In the case of any application where any portion of the wetland or watercourse on which the regulated activity is proposed is located within 500 feet of the boundary of Guilford, East Haven or North Branford, the applicant shall give written notice of the proposed activity, certified mail return receipt requested, to the affected adjacent municipal wetlands agency on the same day of filing an inland wetlands permit application with the Branford Inland Wetlands Agency. Documentation of such notice shall be provided to the Branford Inland Wetlands Agency, in accordance with section 22a-42c of the Connecticut General Statutes, as amended.

#### **Notice to Regional Water Authority and Commissioner of Public Health**

8.5. When an application is filed to conduct or cause to be conducted a regulated activity upon an inland wetland or watercourse, any portion of which is within the watershed of a water company as defined in section 25-32a of the Connecticut General Statutes, as amended, the applicant shall provide written notice of the application to the water company and the Commissioner of Public Health in a format prescribed by said commissioner, provided such water company or said commissioner has filed a map showing the boundaries of the watershed on the land records of the municipality in which the application is made and with the Inland Wetlands Agency of such municipality. Such notice shall be made by certified mail, return receipt requested, and shall be mailed not later than seven days after the date of the application. The water company and the Commissioner of Public Health, through a representative, may appear and be heard at any hearing on the application. Documentation of such notice shall be provided to the Agency.

#### **Notice to abutting land owners**

9.3 Sec. Notice of the public hearing shall be mailed by the applicant to the owner(s) of record of abutting land no less than ten days prior to the day of the hearing. Evidence of such mailing, in the form of United States Post Office certificates of mailing, shall be submitted to the wetlands Agency prior to the hearing date.

# TOWN OF BRANFORD - INLAND WETLAND APPLICATION FEE CALCULATIONS

## Applications that involve regulated activities:

### A single family or duplex residential unit on a lot:

1) Construction of a new dwelling	\$200	= _____
2) Other than new dwelling	\$75	= _____

### Commercial Development, multi family, subdivisions, and other residential uses not included above:

Up to first 1/2 acre of total land to be disturbed	\$350	= _____
Each additional 1/2 acre disturbed through 5 acres: # _____ 1/2 acres X	\$200	= _____
Each additional 1/2 acre disturbed above 5 acres: # _____ 1/2 acres X	\$300	= _____

### Fee - Schedule A: Fees apply to every 1000 sq. ft. of wetlands/watercourses upon which activity is proposed.

Area in square feet (categories)	Fee (for each category) per 1000 sq. ft of area	
750 or less	\$50	= _____
plus 751 thru 10,000 # of sq. feet _____ divided by 1000 X	\$40	= _____
plus 10,001 or more # of sq. feet _____ divided by 1000 X	\$60	= _____

Public Hearing Fee \$150 = \_\_\_\_\_

Request for renewal of a permit: \$50 = \_\_\_\_\_

De-minimus: In lieu of above fees – when authorized by IWEO/Agent \$25 = \_\_\_\_\_

**OR**

## Applications that do not involve regulated activities:

1.) Subdivision/Re-subdivision Referral without regulated activity \$50 = \_\_\_\_\_

2.) Jurisdictional Ruling (as determined by the Agency per Regulation Sections 4.1 & 4.2):

a) Permitted Uses as of Right – (subsection 4.1)	\$50	= _____
b) Non-regulated Uses - (subsection 4.2)	\$25	= _____

3.) Map Amendment Petitions (subsection 15.3) \$200 = \_\_\_\_\_

plus: For total length of wetlands and watercourses boundary subject to the proposed boundary change:

Linear Ft Regulated Area	Fee per 100 Linear Ft of wetland boundary	
500 or less	\$15	= _____
501 to 1000	\$10	= _____
1001 or more	\$5	= _____

**AND**

Required DEP reporting fee: = \$30.00

**Sub Total =** \_\_\_\_\_

Significant Activity Fee: – As determined by IWC per Section 7.5 & 19.5.a.5.(b) = \_\_\_\_\_

Date significant activity was confirmed by the Commission \_\_\_\_\_

Waivers, reductions, or delayed payment of fees see section 19.7. = -- \_\_\_\_\_

Date waiver granted: \_\_\_\_\_ **TOTAL =** \_\_\_\_\_

Exemption. Boards, commissions, councils and departments of the Town of Branford No Charge

### ----- For Department Use Only

Amount submitted with application: \_\_\_\_\_ Date paid: \_\_\_\_\_

Final payment: \_\_\_\_\_ Date paid: \_\_\_\_\_

Extra Assessments: Per Section 19.5 \_\_\_\_\_ Date paid: \_\_\_\_\_

## TOWN OF BRANFORD - INLAND WETLAND APPLICATION

### APPLICATION SUBMISSION CHECKLIST

All applications submitted must conform with Sections 7 & 8 of the *Inland Wetlands and Watercourses Regulations of the Town of Branford* (the *Regulations*), adopted: June 14, 1990, Revised May 11, 2006.

1. Original and eleven (11) copies of the completed Town of Branford, Inland Wetlands Agency, **Application for Permit** form.
2. Three (3) existing and proposed full size **plan sets** which include at minimum the following (Recommended Scale 1" = 40'). See Section 7 of the Regulations for complete requirements:
  - ☐ a.) Location Map - Maximum 1" = 400'. Include boundaries of other municipalities within 500'.
  - ☐ b.) Address and Assessor's Map/Block/Lot Number.
  - ☐ c.) Existing & proposed topographic contour lines at 2' intervals or less.
  - ☐ d.) All existing surface and underground structures.
  - ☐ e.) All wetlands, watercourses and their respective upland review areas, including all wetlands and watercourses which are within the upland review distance (100 feet) from the property line.
  - ☐ f.) Identify public water supply watersheds.
  - ☐ g.) North Arrow.
  - ☐ h.) Reference soil scientist's report and licensed land surveyor who located wetland flags. All wetland flags are to be numbered in the field and to be located on the site plan.
  - ☐ i.) Include all proposed conditions, including but not limited to final grading and buildings, all impervious surfaces, and landscaping plan (no invasive species).
  - ☐ j.) Tag regulated activities and identify scope of work. Include location of access route for construction machinery.
  - ☐ k.) Proposed soil erosion and sedimentation control, and other management practices & mitigation measures. A separate erosion control plan may be submitted.
  - ☐ l.) Proposed drainage systems and regulated areas that will receive the storm water and/or describe this in the narrative.
  - ☐ m.) Location of percolation and test pit locations.
  - ☐ n.) Location of 100 year flood zone.
  - ☐ o.) Other pertinent information as required by Section 8.5 of the *Regulations*.
  - ☐ p.) Signed and sealed as required.

3. Eleven **reduced copies of each of the above site plans**, 11X17 or smaller. Full size copies may be substituted for reduced copies.
4. Twelve copies of the following:
  - ☐ a.) **Project Narrative** describing:
    - 1.) Purpose & description of project and proposed activities
    - 2.) Alternatives considered and why they were rejected in favor of the proposed plan.
    - 3.) Best management practices & mitigation measures which have been considered and are proposed.
  - ☐ b.) Original signed **soil scientists report** and sketch.
  - ☐ c.) **Test pit and percolation reports** if applicable.
  - ☐ d.) **Summary of drainage calculations** if applicable.
5. Two copies each of the following:
  - ☐ a.) **Tax map** showing adjacent property owners.
  - ☐ b.) **Names and addresses** of adjacent property owners.
  - ☐ c.) **Full Drainage calculations/report** if required.
6. Original completed **Connecticut DEP Statewide IWW Activity Reporting Form**
7. For map amendment petitions a digital file including wetland delineation that meets criteria below:
8. For other applications a digital file if available including wetland delineation that includes:
  - ☐ a.) Projected in NAD83 feet preferred. If file is in a different projection identify that projection and use decimal degree units. If file is not projected include the coordinates of the bench mark with metes and bounds. If available include 1 or more structures or paved areas that are shown on the current mylar assessor's maps.
  - ☐ b.) File is to be dxf, dwg, ArcView shapefile or coverage.
9. **Application Fee** - See section 19 of the *Regulations*.

### **SIGNIFICANT ACTIVITY**

If the application will have a significant impact upon regulated areas, additional material may be requested by the Wetlands Enforcement Officer and/or the Commission, plan sets are required to meet accuracy of an A-2 and are to be signed and sealed. See additional requirements outlined in Section 7.5 of the *Regulations*.